

**MICROWAVE EXTRACTION BY EPA METHOD 3546**  
**REVISION 0 FEBRUARY 2007**

Facility Name: \_\_\_\_\_ LAB ID: \_\_\_\_\_  
 Assessor Name: \_\_\_\_\_ Analyst Name: \_\_\_\_\_ Inspection Date: \_\_\_\_\_

Relevant Aspect of Standards	Method Reference	Y	N	N/A	Comments
Records Examined: SOP Number/Revision/Date: _____ Analyst: _____					
Sample ID: _____ Date of Sample Preparation: _____ Date of Analysis: _____					
1. Did the analyst perform Initial Demonstrations of Proficiency as described in Section 9.2 of EPA 3500 and 8000?	1.3				
2. Were only solid samples subjected to this extraction procedure?	1.4, 11.1.3				
3. Were samples of fine particle size OR ground OR mixed with anhydrous sodium sulfate or pelletized diatomaceous earth? (NOTE: Grinding of samples for PCDDs/PCDFs is generally not recommended due to safety concerns.)	1.4, 2.1				
4. Was the microwave extraction system capable of sensing the temperature to within $\pm 2.5^{\circ}\text{C}$ ?	6.1.1				
5. Was the microwave extraction system capable of automatically adjusting the microwave field output power within 2 seconds of sensing the temperature?	6.1.1				
6. Were the manufacturer's instructions for the cleaning, handling, and sealing of extraction vessels followed?	6.1.2				
7. Was the analytical balance capable of weighing to 0.01 g?	6.4				
8. Were the internal standards, if used, and matrix spikes added to samples prior to the microwave extraction?	9.7, 11.6				
9. Was the sample aliquot weighed for percent solids determination dried at $105^{\circ}\text{C}$ overnight and cooled in a desiccator?	11.3.1				
10. Was the appropriate extraction added to the sample aliquot in the extraction vessel prior to sealing as indicated by the manufacturer?	11.7				
11. Was the microwave extraction system optimized and the extraction performed according to manufacturer instructions?	11.9.1, 11.10				
Notes/Comments:					